

CITY OF MANHATTAN BEACH

1400 Highland Avenue Manhattan Beach, CA 90266
www.citymb.info • (310) 802-5000

AGENDA

City Council Regular Meeting

Regular Meeting

Tuesday, April 6, 2021

6:00 PM

City Council Chambers



ELECTED OFFICIALS

Mayor Suzanne Hadley

Mayor Pro Tem Hildy Stern

Councilmember Steve Napolitano

Councilmember Richard Montgomery

Councilmember Joe Franklin

City Treasurer Tim Lilligren

EXECUTIVE TEAM

City Manager Bruce Moe

City Attorney Quinn Barrow

City Clerk Liza Tamura

Community Development Director Carrie Tai

Finance Director Steve Charelian

Interim Fire Chief Wolfgang Knabe

Human Resources Director Lisa Jenkins

Information Technology Director Terry Hackelman

Parks and Recreation Director Mark Leyman

Police Chief Derrick Abell

Public Works Director Stephanie Katsouleas

MISSION STATEMENT:

Our mission is to provide excellent municipal services, preserve our small beach town character, and enhance the quality of life for our residents, businesses and visitors.

MANHATTAN BEACH'S CITY COUNCIL WELCOMES YOU!

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are available for review on the City's website at www.citymb.info, the Police Department located at 420 15th Street, and are also on file in the Office of the City Clerk for public inspection. Any person who has any question concerning any agenda item may call the City Clerk's office at (310) 802-5056.

Meetings are broadcast live through Manhattan Beach Local Community Cable, Channel 8 (Spectrum), Channel 35 (Frontier), and live streaming via the City's website.

In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Office of the City Clerk at (310) 802-5056 (voice) or (310) 546-3501 (TDD). Notification 36 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting. The City also provides closed captioning of all its Regular City Council Meetings for the hearing impaired.

CERTIFICATION OF MEETING NOTICE AND AGENDA POSTING

I, Liza Tamura, City Clerk of the City of Manhattan Beach, California, state under penalty of perjury that this notice/agenda was posted on Wednesday, March 31, 2021, on the City's Website and on the bulletin boards of City Hall, Joslyn Community Center and Manhattan Heights.

PLEASE NOTE THAT THE PUBLIC HEARING REGARDING THE PROPOSED MIXED USE HOTEL AND OFFICE BUILDING AT 600 S. SEPULVEDA BOULEVARD INITIALLY CONTINUED TO THIS COUNCIL MEETING HAS BEEN RESCHEDULED TO MAY 4, 2021.

BELOW ARE THE AGENDA ITEMS TO BE CONSIDERED. THE RECOMMENDED COUNCIL ACTION IS LISTED IMMEDIATELY AFTER THE TITLE OF EACH ITEM IN BOLD CAPITAL LETTERS.

PLEASE NOTE THAT THE CITY COUNCIL MAY ACT ON ANY ITEM LISTED ON THE AGENDA.

A. CALL MEETING TO ORDER

B. PLEDGE TO THE FLAG

C. ROLL CALL

D. CEREMONIAL CALENDAR

1. Presentation of a Proclamation Declaring the Month of April 2021, as DMV/Donate Life Month. [21-0082](#)

PRESENT

Attachments: [Proclamation - DMV/Donate Life Month](#)

2. Presentation of a Proclamation Declaring the Month of April 2021, as Earth Month. [21-0077](#)

PRESENT

Attachments: [Proclamation - Earth Month](#)

3. Presentation of a Commendation to Lauren Mittleman for Obtaining the Girl's Scout Gold Award. [21-0111](#)

PRESENT

Attachments: [Commendation - Lauren Mittleman](#)

E. APPROVAL OF AGENDA AND WAIVER OF FULL READING OF ORDINANCES

This is the time for the City Council to:

- (a) notify the public of any changes to the agenda;
(b) remove items from the consent calendar for individual consideration; or
(c) rearrange the order of the agenda.

MOTION TO APPROVE AGENDA AND WAIVE FULL READING

F. CONTINUED GENERAL BUSINESS

Each speaker may speak for up to 2 minutes on each general business item.

4. Consider Bruce's Beach Task Force Recommendation 1.4 (Resolution of Apology) and Alternative Options (CONTINUED FROM MARCH 16, 2021 CITY COUNCIL MEETING) (City Manager Moe). [21-0120](#)

DISCUSS AND CONSIDER TAKING ACTION

Attachments: [Bruce's Beach Task Force Resolution of Apology](#)
[Councilmember Napolitano's Alternative Resolution of Apology](#)
[Mayor Pro Tem Stern's Alternative Resolution](#)
[Councilmember Franklin's Statement of Acknowledgment and Condemnation](#)

G. PUBLIC COMMENTS (2 MINUTES PER PERSON)

Speakers may provide public comments on any matter that is within the subject matter jurisdiction of the City Council, including items on the agenda. The Mayor may determine whether an item is within the subject matter jurisdiction of the City Council. While all comments are welcome, the Brown Act does not allow City Council to take action on any item not on the agenda.

Pursuant to Governor Newsom's Executive Orders No. N-25-20 and No. N-29-20, City Council Chambers is not open to the public. In the interest of maintaining appropriate social distancing, the City Council encourages the public to participate by submitting comments in advance of the meeting, no later than 5:30 PM, April 6, 2021 (the day of the meeting), via:

- 1) eComment at <http://www.citymb.info/ecomment>;
- 2) email to cityclerk@citymb.info; or
- 3) telephone message recorded at (310) 802-5030.

All of your comments provided by the deadlines above will be available to the City Council and the public prior to the meeting.

In addition, you may participate by joining Zoom during the meeting:

If you wish to speak on any item on the agenda, please register in advance by clicking the following link:
<https://citymb.seamlessdocs.com/f/publiccomment>

- 1) Join Zoom Meeting via the internet:
Direct URL: <https://citymb-info.zoom.us/j/93376200363>, Meeting ID: 933 7620 0363

During the meeting you will need to use the "raise hand" button through Zoom at the time the Mayor invites the public to provide comments.

- 2) Join Zoom Meeting via Phone Conference (Voice Only):
Phone Number: (669) 900-6833, Meeting ID: 933 7620 0363

During the meeting you will need to enter *9 on the phone's dial pad at the time the Mayor invites the public to provide comments.

H. COVID-19

5. **City Manager Report on EOC (Emergency Operations Center) and Update on COVID-19 Response.**
6. **City Council to Consider Additional Measures to Address COVID-19.**

I. CONSENT CALENDAR (APPROVE)

Items on the Consent Calendar are routine and customary items and are enacted by a single motion with the exception of items previously removed by a member of the City Council during "Approval of the Agenda" for individual consideration. Any items removed shall be individually considered immediately after taking action on the Consent Calendar.

7. This Item Contains the Minutes of the City Council Adjourned Regular Meeting of March 16, 2021 (City Clerk Tamura). [21-0075](#)

APPROVE

Attachments: [City Council Adjourned Regular Meeting Minutes of March 16, 2021](#)

8. Financial Reports: [21-0058](#)
a) Schedule of Demands March 4, 2021, and March 18, 2021
b) Investment Portfolio for the Month Ending February 28, 2021
c) Month End Report for February 28, 2021
(Finance Director Charelian).

ACCEPT REPORTS AND DEMANDS

Attachments: [Schedule of Demands for March 4, 2021 and March 18, 2021](#)
[Investment Portfolio for the Month Ending February 28, 2021](#)
[Month End Report for February 28, 2021](#)

9. Consideration of a Resolution Approving Salary Range and Benefits for the Newly Created Financial Services Manager Classification (Acting Human Resources Director Swofford). [21-0112](#)

ADOPT RESOLUTION NO. 21-0026

Attachments: [Resolution No. 21-0026](#)
[Class Specification - Financial Services Manager](#)

10. Consider Ordering Plans, Specifications, Cost Estimates and Engineer's Report for Annual Street Lighting and Landscaping Assessments (Finance Director Charelian). [21-0047](#)

ADOPT RESOLUTION NO. 21-0028

Attachments: [Resolution No. 21-0028](#)

11. Consideration of a Purchase of One Budgeted Paint Truck from Roadline Products Inc. U.S.A. for \$139,516.14 for the Public Works Department (Finance Director Charelian). [21-0089](#)

a) WAIVE FORMAL BIDDING**b) AUTHORIZE PURCHASE**

Attachments: [Single Source Letter - Roadline Products Inc. U.S.A.](#)

12. Consideration of a Resolution Awarding a Professional Services Agreement to DKS Associates for Engineering Design Services for the Manhattan Beach Advanced Traffic Signal (MBATS) System Project for a Not-to-Exceed Amount \$1,283,417 and Authorizing the City Manager to Execute the Agreement (Acting Public Works Director Tai). [21-0103](#)

ADOPT RESOLUTION NO. 21-0029

Attachments: [Resolution No. 21-0029](#)
[Agreement - DKS Associates, Inc. USA](#)
[Budget and Expenditures Summary](#)
[MBATS Phase I & Phase II Location Map](#)

13. Consideration of: [21-0107](#)
- A. A Resolution Awarding a Construction Agreement to Bon Air Incorporated for the City Hall HVAC Improvements Project for \$1,017,000; Approving the Plans and Specifications for the Project; and Authorizing the City Manager to Approve Additional Work, if Necessary, for up to \$153,000;
 - B. A Resolution Approving an Inspection Services Agreement with TYR, Inc. in the Amount of \$110,000; and
 - C. A Resolution Approving Amendment No. 3 with Kitchell in the Amount of \$19,540 for Design Support Services During Construction (Acting Public Works Director Tai).

ADOPT RESOLUTION NOS. 21-0030, 21-0031 AND 21-0032

Attachments: [Resolution No. 21-0030](#)
[Agreement - Bon Air Inc.](#)
[Bid Proposal - Bon Air Inc.](#)
[Resolution No. 21-0031](#)
[Agreement - TYR, Inc.](#)
[Resolution No. 21-0032](#)
[Amendment No. 3 - Kitchell](#)
[Agreement and Amendment Nos. 1 & 2 - Kitchell](#)
[Existing Conditions Photos, Executive Summary, City Hall HVAC Improvements Final Report](#)
[Plans and Specifications \(Web Link Provided\)](#)
[Budget Expenditure Summary Report](#)

J. ITEMS REMOVED FROM THE CONSENT CALENDAR

Each speaker may speak for up to 2 minutes on each item pulled from the agenda.

K. PUBLIC HEARINGS

At the discretion of the Mayor, each speaker may speak for up to 3 minutes on each public hearing item.

L. GENERAL BUSINESS

Each speaker may speak for up to 2 minutes on each general business item.

14. Presentation of the Draft 5-Year Capital Improvement Program (CIP) for Fiscal Year 2021-2022 Through Fiscal Year 2025-2026 (Acting Public Works Director Tai). [21-0091](#)
APPROVE

Attachments: [Proposed 5-Year CIP Project List](#)
[CIP Project Summary Sheets](#)
[PowerPoint Presentation](#)

15. Report on City Hall Reopening Plan (Community Development Director Tai) [21-0119](#)
RECEIVE REPORT

Attachments: [City Hall and City Facilities Reopening Plan](#)

16. Report on In-Person City Council Meetings (City Clerk Tamura and Information Technology Director Hackelman). [21-0121](#)
a) **RECEIVE REPORT**
b) **DISCUSS AND PROVIDE DIRECTION**

Attachments: [In-Person City Council Meeting Facility Comparison.xlsx](#)

M. CITY COUNCIL REQUESTS AND REPORTS INCLUDING AB 1234 REPORTS

In addition to providing reports of meetings and conferences attended by Councilmembers in connection with their official duties at City expense as required by AB 1234, Councilmembers requested at a previous City Council meeting that the following item(s) be placed on the agenda for discussion.

N. FUTURE AGENDA ITEMS

Councilmembers may request that items be placed on a future agenda with the concurrence of one other Councilmember.

O. CITY MANAGER REPORT**P. CITY ATTORNEY REPORT**

Q. INFORMATIONAL ITEMS

This section is for items that do not require City Council action.

17. Recent Planning Commission Quasi-Judicial Decisions: [21-0116](#)
Approval of Coastal Development Permit and Use Permit to Allow the Expansion of an Existing Retail Sales Use, Resulting in a Retail Sales Use with 3,637 Square Feet of Sales Floor Area Located at 1113-1121 Manhattan Avenue; and Adoption of an Environmental Determination in Accordance with the California Environmental Quality Act (Skechers USA, Inc.) (Community Development Director Tai).
INFORMATION ITEM ONLY
18. Commission Minutes: [21-0126](#)
This Item Contains Minutes of the following City Commission Meetings:
a) Parks and Recreation Commission Meeting Minutes of January 25, 2021 (Parks and Recreation Director Leyman)
b) Cultural Arts Commission Meeting Minutes of February 1, 2021 (Parks and Recreation Director Leyman)
c) Library Commission Meeting Minutes of February 8, 2021 (Parks and Recreation Director Leyman)
d) Parks and Recreation Commission Meeting Minutes of February 22, 2021 (Parks and Recreation Director Leyman)
e) Planning Commission Action Meeting Minutes of March 10, 2021 (Community Development Director Tai).
INFORMATION ITEM ONLY

Attachments: [Parks and Recreation Commission Meeting Minutes of January 25, 2021](#)
[Cultural Arts Commission Meeting Minutes of February 1, 2021](#)
[Library Commission Meeting Minutes of February 8, 2021](#)
[Parks and Recreation Commission Meeting Minutes of February 22, 2021](#)
[Planning Commission Action Meeting Minutes of March 10, 2021](#)

R. CLOSED SESSION**S. ADJOURNMENT**

T. FUTURE MEETINGS

CITY COUNCIL MEETINGS

April 20, 2021 - Tuesday -- 6:00 PM - City Council Meeting
April 27, 2021 - Tuesday -- TBD - Boards and Commissions Interviews
May 4, 2021 - Tuesday -- 6:00 PM - City Council Meeting
May 11, 2021 - Tuesday -- 6:00 PM - Budget Study Session
May 18, 2021 - Tuesday -- 6:00 PM - City Council Meeting
May 24, 2021 - Tuesday -- 6:00 PM - Budget Study Session
June 1, 2021 - Tuesday -- 6:00 PM - City Council Meeting
June 15, 2021 - Tuesday -- 6:00 PM - City Council Meeting
July 6, 2021 - Tuesday -- 6:00 PM - City Council Meeting
July 20, 2021 - Tuesday -- 6:00 PM - City Council Meeting
August 3, 2021 - Tuesday -- 6:00 PM - City Council Meeting
August 17, 2021 - Tuesday -- 6:00 PM - City Council Meeting
September 7, 2021 - Tuesday -- 6:00 PM - City Council Meeting (Reorganization)
September 21, 2021 - Tuesday -- 6:00 PM - City Council Meeting
October 5, 2021 - Tuesday -- 6:00 PM - City Council Meeting
October 19, 2021 - Tuesday -- 6:00 PM - City Council Meeting
November 2, 2021 - Tuesday -- 6:00 PM - City Council Meeting
November 16, 2021 - Tuesday -- 6:00 PM - City Council Meeting
December 7, 2021 - Tuesday -- 6:00 PM - City Council Meeting
December 21, 2021 - Tuesday -- 6:00 PM - City Council Meeting

BOARDS, COMMISSIONS AND COMMITTEE MEETINGS

April 12, 2021 - Monday - 5:00 PM - Library Commission Meeting
April 14, 2021 - Wednesday - 3:00 PM - Planning Commission Meeting
April 19, 2021 - Monday - 5:00 PM - Cultural Arts Commission Meeting
April 22, 2021 - Thursday - 3:00 PM - Parking and Public Improvements Commission
April 26, 2021 - Monday - 4:00 PM - Parks and Recreation Commission Meeting
April 28, 2021 - Wednesday - 3:00 PM - Planning Commission Meeting

U. CITY OFFICES CLOSED

CITY HOLIDAYS:

May 31, 2021 – Monday – Memorial Day
July 5, 2021 - Monday - Independence Day Observed
September 6, 2021 - Monday - Labor Day
October 11, 2021 – Monday – Columbus Day
November 11, 2021 – Thursday – Veterans Day
November 25-26, 2021 - Thursday & Friday - Thanksgiving Holiday
December 24, 2021 - Friday - Christmas Day Observed (Saturday, December 25, 2021)
December 31, 2021 – Friday – New Years Day Observed (Saturday, January 1, 2022)
January 17, 2022 – Monday – Martin Luther King Day
February 21, 2022 - Monday - Presidents Day